

5/23/13  
*Agenda*



## **UNITED STATES COAST GUARD AUXILIARY**

### **Office of the Public Affairs Officer**

Frank Williams

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09 May 2013

The Honorable Donald Kasprzak, Mayor of Plattsburgh  
41 City Hall Place  
Plattsburgh, NY 12901

Safe Boating Week Activities;

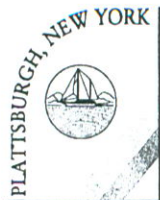
We would request permission to utilize a small area of the city parking lot next to the new city boat launch site North of Plattsburgh Boat Basin for a one (1) day event on Saturday May 25 2013. We would set up 4 maybe 5 tables to distribute safe boating materials, conduct flair and fire extinguisher instruction & demonstrations and do free boat inspections at the launch site.

Last year's event at this location was a great success.

Thank you for this consideration.

Frank Williams

CG Auxiliary liaison



MUNICIPAL LIGHTING DEPARTMENT  
(A Municipally Owned and Operated Power System)  
**Plattsburgh, New York**

6 Miller Street  
Plattsburgh, New York 12901  
Ph # 518-563-2200  
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: May 3, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from **March 1, 2012 to March 31, 2012**. The amount of the write-off will be \$7,953.46. The percentage of write-offs for this period is .44%.

Sales for this time period were \$1,808,659.68.

Payments on final accounts for this time period were \$3,345.34.

This write-off of unpaid bills represents 36 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 3 customers  
\$50.01 to \$100.00 – 6 customers  
\$100.01 to \$150.00 – 7 customers  
\$150.01 to \$200.00 – 4 customers  
\$200.01 to \$250.00 – 2 customers  
\$250.01 to \$300.00 – 4 customers  
\$350.00 to \$400.00 – 5 customers  
\$400.01 to \$450.00 – 3 customers  
\$496.44 – 1 customer  
\$561.80 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain  
Eileen Sickles, Account Systems Supervisor  
Final Bill Account Write-off



# Plattsburgh, New York

Jonathan P. Ruff, P.E.  
Environmental Manager

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Plattsburgh, NY 12901  
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May 16, 2013

To: Mayor Kasprzak and Members  
Of the Common Council

Fr: Jonathan Ruff

Re: "Evaluation of New Drinking Water Plant"  
RFP Contract 2013-13

Proposals were solicited for the above referenced contract. Two firms were interviewed. The review team recommends that the contract be awarded to Delaware Engineering P.C. for the lump sum not-to-exceed amount of \$19,595.

The source of funds will be Capital Project H8320.73 "Water Filtration Plant Improvements".

Please contact me if you have any questions.

c: Jim Calnon  
Bill Todd  
Mike Brodi  
Richard Marks